



TOWN OF NORTH ANDOVER

FINANCE COMMITTEE

Meeting Minutes

Meeting Date: 30 March 2010

Meeting Location: Town Hall, First Floor
Conference Room

Meeting Called to order: 6:40 PM

I. FinCom Members in Attendance

Mark Rodgers-MR, Chairman	X	Ramsey Bahrawy -RB	X
Peter Besen-PB, Vice Chairman	X	Bonnie Wilkinson-BW	
Ben Osgood-BO	X		
Jean Sullivan-JS	X	Thom Dugan-TD	X
Alan LeBovidge-AL		Herb Cunha-HC, Minutes	X

Non FinCom Members in Attendance

OTHERS: -Stan Limpert, SL-Vice Chair-Schl Com. -Mark Rees, MRees-Town Manager
-Christine Allen, CA-School Committee

Note: All FINCOM votes are subject to change upon receipt of new information.

I. Previous Minutes Approved

DATE: 25 Mar 2010 Approved, unanimous, with changes

III. New Business

AGENDA ITEM: A. Stevens Estate Review-Ray Santilli

Discussion -Item discussion with Ray Santilli has been rescheduled for FINCOM meeting of 1 April 2010.

AGENDA ITEM: B. Water Enterprise Fund-Mark Rees

Discussion: -MRees: There is 3.9% less water than 2009 than projected than 2010. Meter use will reduce further. Higher rates are shown on bi-pass (irrigation) meters. FY2009 bi-pass shows 33% to 22.8% and basic meter data shows 6.4% to 1.10%. FY2010 will be a deficit. Some purchases for chemicals and carbon filters have been postponed from 2010 to 2011. Revenues are down. Regarding Debt Services, North Andover is trying to protect infrastructure; examples are installation of concrete water tanks, new pumping stations, replacement of aged water piping and replacement of meters. Debt Services are expected to level off in FY2013 since water is dropping.

AGENDA ITEM: C. Sewer Enterprise Fund-Mark Rees

- Discussion:
- MRees: Water shed was protected at Cochituate, as part of the infrastructure effort.
 - Discussion occurred about selling water to other towns. Towns haven't wanted to incur the expense of hooking up. Pool companies have not purchased water because it is not economical for them. Some Debt has been financed into future years. Pumps have backup generators and also bi-pass pumps.
 - MRees: He will let FINCOM know what the rates will be.

AGENDA ITEM: D. Warrant Article Write-up review

- Discussion:
- MRees: Questions raised at FINCOM meeting 2 weeks ago were answered. Outside professional services to print Warrant Book-FY2010 at \$11,731 to FY2011 at \$15,000. Note Joyce Bradshaw stated at last FINCOM meeting that printing would be reduced because Warrant Book will be put up on line and locations will be designated to pick up copies. Training for Department/Division Heads from \$7,500 to \$11,500, for classes on sexual harassment, services, etc. Item discussed was the Town Manager's salary line, item 10 (bonus), where his last bonus was in 2008-he did a buy back of vacation, to FY11.
 - MRees: He presented two revisions to his "General Fund Budget Option B with Support Services Recommendations". Both revisions establish "Support Services" which include Outside Auditing (\$51,000), Purchasing (\$62,900), Information Systems (\$884,562) and Structures & Grounds (\$50,000) as a consolidated organization to be co-managed by the Town Manager and School Superintendent. The CIP Article for Facilities Manager, \$150,000 will be put on hold. A draft RFP is in review. It will be possible to borrow for this project.
 - PB: At FINCOM meeting with the Police he had raised the question of Police Budget being up by \$75,000 for salaries (2.71%) and is awaiting a response.

AGENDA ITEM: E. Warrant Articles Write-up review

- Discussion:
- Article DD
Vote Taken: Motion by RB to accept Article DD as written. Seconded by TD.
Vote: Yes, unanimous, passed
 - Article GG
Vote Taken: Motion by RB to accept Article GG as amended. Seconded by JS.
Vote: Yes, unanimous, passed

AGENDA ITEM: **E. Warrant Articles Write-up review, continued**

Discussion: -Article J
This article regards last year and is a place holder; it does not require an explanation by FINCOM.

-Article P

Vote Taken: Motion by PB to accept Article P as written. Seconded by RB.

Vote: Yes, unanimous, passed.

-Article MM

Vote Taken: Motion by PB to accept Article MM as revised. Seconded by MR.

Vote: Yes, unanimous, passed.

-Article V

Vote Taken: Motion by PB to accept Article V as written. Seconded by JS.

Vote: Yes, unanimous, passed.

AGENDA ITEM: **F. Warrant Articles discussion**

Discussion: -Article CC
PB will rewrite this article.

-MR: Deadline for article is 6 April 2010.

A review of all the articles took place to determinate those requiring a FINCOM vote and/or recommendation.

III. Old Business/Non-Agenda Items

NON-AGENDA ITEM: **G. None**

Discussion:

V. Adjournment

Motion: PB	Yes	Unanimous	
Seconded: JS		Time: 9:45	PM

IV. Next Meetings

Thursday, 1 Apr 2010 Town Hall, 6:30 PM

ACTION ITEMS

C=Complete

ITEM #	ACTION ITEM	INDIVID.	COMPL. DATE	STATUS
1-8	Completed items are shown in FINCOM Mtg Minutes of 4 Mar 2010 for review.			C
9,11-14,16	Completed items are shown in FINCOM Mtg Minutes of 11 Mar 2010 for review.			C
10,18,19	Completed items are shown in FINCOM Mtg Minutes of 25 Mar 2010 for review.			C
15	Add description column on Master Articles List which are boiler plate articles and will assign Articles to FINCOM members.	MR	16 Mar	
17	Correct current formula issues with the forecaster.	MR/TD	11 Mar	